

**Request Details**  
**Request Type : FOIA**

NGC Log No: N6C18-353  
Date Received: 6/25/18  
Date Due: 7/24/18  
Assigned To: \_\_\_\_\_

Status : Initial Evaluation Due Date : N/A  
0 (Never Started)



**Request Details**

Tracking Number : NARA-NGC-2018-000663  
Requester : Emma Best  
Organization : N/A  
Requester Has Account : No  
Email Address : 56255-68216190@requests.muckrock.com  
Phone Number : 617-299-1832  
Fax Number : N/A  
Address : Dept. MR56255  
411A Highland Ave.  
City : Somerville  
State/Province : MA  
Zip Code/Postal Code : 02144

Submitted Date : 06/22/2018  
Last Assigned Date : 06/22/2018  
Fee Limit : \$50.00  
Request Track : Complex  
Due Date : N/A  
Assigned To : Office of General Counsel  
Last Assigned By : N/A

Submission Details Case File Admin Cost Assigned Tasks Comments (0) Review

**Request Handling**

Requester Info Available to the Public : ☒ Yes  
Request Track : ☒ Complex  
Fee Category : ☒ Select Fee Category  
Fee Waiver Requested: No  
Fee Waiver Status: N/A  
Expedited Processing Requested: No  
Expedited Processing Status : N/A

Request Perfected : ☐ No  
Acknowledgement Sent Date:   
Unusual Circumstances? : No  
5 Day Notifications: ☐ No  
Litigation : ☐ No

**Request Description**

Short Description :

Pursuant to the Freedom of Information Act, I hereby request the following records: Copies of all drafted, submitted or received SF-311 forms (<https://www.archives.gov/files/isoo/security-forms/sf311.pdf>) produced in the year prior to the receipt of this FOIA request. SF-311 forms may also be identified as Agency Security Classification Management Program Data. I am a member of the news media and request classification as such. I have previously written about the government and its activities, with some reaching over 100,000 readers. As such, as I have a reasonable expectation of publication and my editorial and writing skills are well established. In addition, I discuss and comment on the files online and make them available through non-profits such as the Internet Archive and MuckRock, disseminating them to a large audience. While my research is not limited to this, a great deal of it, including this, focuses on the activities and attitudes of the government itself. As such, it is not necessary for me to demonstrate the relevance of this particular subject in advance. Additionally, case law states that "proof of the ability to disseminate the released information to a broad cross- section of the public is not required." Judicial Watch, Inc. v. Dep't of Justice, 365 F.3d 1108, 1126 (D.C. Cir. 2004); see Camey v. U.S. Dep't of Justice, 19 F.3d 807, 814-15 (2d Cir. 1994). Further, courts have held that "qualified because it also had "firm" plans to "publish a number of . . . 'document sets'" concerning United States foreign and national security policy." Under this criteria, as well, I qualify as a member of the news media.

Description Available to the Public : ☐ No

Has Description Been Modified? ☐

**Request Details**  
**Request Type :** FOIA

**Status :** Initial Evaluation **Due Date :** N/A  
0 (Never Started)

Submitted Evaluation Assignment Processing Closed

**Request Details**

Tracking Number : NARA-NGC-2018-000333	Submitted Date : 02/19/2018
<input type="checkbox"/> Requester : Emma Best	Last Assigned Date : 02/19/2018
Organization : N/A	Fee Limit : \$0.00
Requester Has Account : Yes	Request Track : Complex
Email Address : 49294-89558481@requests.muckrock.com	Due Date : N/A
Phone Number : N/A	Assigned To : Office of General Counsel
Fax Number : N/A	Last Assigned By : N/A
Address : MuckRock News, 411A Highland Ave DEPT MR 49294 City : Somerville State/Province : MA Zip Code/Postal Code : 02144	

Submission Details Case File Admin Cost Assigned Tasks Comments (0) Review

**Request Handling**

Requester Info Available to the Public : Yes <input type="checkbox"/>	Request Perfected : No <input type="checkbox"/>
Request Track : Complex <input type="checkbox"/>	Acknowledgement Sent Date: <input type="checkbox"/>
Fee Category : Select Fee Category <input type="checkbox"/>	Unusual Circumstances ? : No
Fee Waiver Requested: Yes	5 Day Notifications: <input type="checkbox"/>
Fee Waiver Status: Pending Decision	Litigation : No <input type="checkbox"/>
Expedited Processing Requested :	
Expedited Processing Status : N/A	

**Request Description**

Short Description :  
NGC18-179

To Whom It May Concern: This is a request under the Freedom of Information Act. I hereby request the following records: Copies of all SF-311 forms submitted to NARA from all agencies for all available years. As such, my primary purpose is to inform about government activities by reporting on it and making the raw data available and I therefore request that fees be waived. The requested documents will be made available to the general public, and this request is not being made for commercial purposes. In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not. Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 20 business days, as the statute requires. Sincerely, Emma Best

Description Available to the Public : No <input type="checkbox"/>	Has Description Been Modified? <input type="checkbox"/>
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**Attached Supporting Files**

No supporting files have been added.

**Upload Supporting Files**

~~Spent on printing~~

No attachments have been added.

**FOR OFFICIAL USE ONLY**

# **COVER SHEET**



THESE DOCUMENTS ARE EXEMPT FROM MANDATORY PUBLIC DISCLOSURE UNDER THE FREEDOM OF INFORMATION ACT AND MUST BE PROTECTED IN ACCORDANCE WITH DLAR 5400.14. CONSULT DLA-XAM OR YOUR LOCAL FREEDOM OF INFORMATION ACT OFFICE BEFORE RELEASING THIS MATERIAL TO THE PUBLIC UNDER ANY PUBLIC INFORMATION PROGRAM.

**FOR OFFICIAL USE ONLY**



September 28, 2018

**VIA *FOIAonline***

Emma Best  
MuckRock News  
411A Highland Ave.  
Dept. MR 49294  
Somerville, MA 02144

Re: Freedom of Information Act Request: NGC18-179

Dear Ms. Best:

This is in response to your Freedom of Information Act (FOIA) request dated February 19, 2018, and received in our office on February 20, 2018. Your request was assigned *FOIAOnline* tracking number NARA-NGC-2018-000333, as well as the above internal tracking number. In your request, you stated that you were seeking "Copies of all SF-311 forms submitted to NARA from all agencies for all available years."

We conducted a search and were able to locate National Archives and Records Administration (NARA) SF 311 forms received dating from 1997-2016. We are releasing eighteen (18) documents in full with no redactions. These documents are being provided in PDF format and uploaded to *FOIAOnline*.

We also located the SF 311 forms provided to NARA from other government agencies. Although NARA was provided the forms, the information within the forms belong to the government agencies who submitted the forms. Therefore, we are referring these SF 311 forms to the agencies for review. You will receive a direct response from those agencies.

This completes the processing of your FOIA request.

If you are not satisfied with our action on this request, you have the right to file an administrative appeal within ninety (90) calendar days from the date of this letter via regular U.S. mail or email. By filing an appeal, you preserve your rights under FOIA and give the agency a chance to review and reconsider your request and the agency's decision. If you submit your appeal in writing, please address it to the Deputy Archivist of the United States (ND), National Archives and Records Administration, 8601 Adelphi Road, College Park, Maryland 20740. Both the letter and

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8601 ADELPHI ROAD  
COLLEGE PARK, MD 20740-6001  
[www.archives.gov](http://www.archives.gov)

the envelope should be clearly marked "Freedom of Information Act Appeal." If you submit your appeal by e-mail please send it to [FOIA@nara.gov](mailto:FOIA@nara.gov), also addressed to the Deputy Archivist of the United States. Please be sure to explain why you believe this response does not meet the requirements of the FOIA. All correspondence should reference your case tracking number NGC18-179 and your *FOIAOnline* tracking number.

If you would like to discuss our response before filing an appeal to attempt to resolve your dispute without going through the appeals process, you may contact our FOIA Public Liaison Gary M. Stern for assistance at the address below:

National Archives and Records Administration  
8601 Adelphi Road, Room 3110  
College Park, MD 20740-6001  
301-837-1750  
[garym.stern@nara.gov](mailto:garym.stern@nara.gov)

If you are unable to resolve your FOIA dispute through our FOIA Public Liaison, the Office of Government Information Services (OGIS), the Federal FOIA Ombudsman's office, offers mediation services to help resolve disputes between FOIA requesters and Federal agencies. The contact information for OGIS is:

Office of Government Information Services  
National Archives and Records Administration  
8601 Adelphi Road-OGIS  
College Park, MD 20740-6001  
[ogis@nara.gov](mailto:ogis@nara.gov)  
[ogis.archives.gov](mailto:ogis.archives.gov)  
202-741-5770  
1-877-684-6448

Thank you for contacting the National Archives and Records Administration, and please feel free to also contact me directly if you have any questions about this FOIA request.

Sincerely,

/s/9/28/2019  
Jodi L. Foor  
Deputy FOIA Officer  
National Archives and Records Administration  
Office of General Counsel  
(301) 837-2099  
[jodi.foor@nara.gov](mailto:jodi.foor@nara.gov)

/s/08.27.2018

Official: NGC

Reading: NGC

Information Copy: NGC

NGC:jlfoor/jlf 09/28/2018

S:FOIA/FOIA CASE FILES/FY 2018 NGC18-179 – FOIA request File code 1103-6



September 28, 2018

**VIA *FOIAonline***

Emma Best  
MuckRock News  
411A Highland Ave.  
Dept. MR 49294  
Somerville, MA 02144

Re: Freedom of Information Act Request: NGC18-353

Dear Ms. Best:

This is in response to your Freedom of Information Act (FOIA) request dated June 22, 2018, and received in our office on June 25, 2018. Your request was assigned *FOIAOnline* tracking number NARA-NGC-2018-000663, as well as the above internal tracking number. In your request, you stated that you were seeking "Copies of all drafted, submitted or received SF-311 forms produced in the year prior to the receipt of the FOIA request."

We conducted a search and were able to locate the National Archives and Records Administration's (NARA) 2017 SF 311 form. We are releasing the five page document in full with no redactions. This document is being provided in PDF format and uploaded to *FOIAOnline*.

We also located the SF 311 forms provided to NARA from other government agencies. Although NARA was provided the forms, the information within the forms belong to the government agencies who submitted the forms. Therefore, we are referring these SF 311 forms to the agencies for review. You will receive a direct response from those agencies.

This completes the processing of your FOIA request.

If you are not satisfied with our action on this request, you have the right to file an administrative appeal within ninety (90) calendar days from the date of this letter via regular U.S. mail or email. By filing an appeal, you preserve your rights under FOIA and give the agency a chance to review and reconsider your request and the agency's decision. If you submit your appeal in writing, please address it to the Deputy Archivist of the United States (ND), National Archives and Records Administration, 8601 Adelphi Road, College Park, Maryland 20740. Both the letter and

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the envelope should be clearly marked "Freedom of Information Act Appeal." If you submit your appeal by e-mail please send it to [FOIA@nara.gov](mailto:FOIA@nara.gov), also addressed to the Deputy Archivist of the United States. Please be sure to explain why you believe this response does not meet the requirements of the FOIA. All correspondence should reference your case tracking number NGC18-353 and your *FOIAOnline* tracking number.

If you would like to discuss our response before filing an appeal to attempt to resolve your dispute without going through the appeals process, you may contact our FOIA Public Liaison Gary M. Stern for assistance at the address below:

National Archives and Records Administration  
8601 Adelphi Road, Room 3110  
College Park, MD 20740-6001  
301-837-1750  
[garym.stern@nara.gov](mailto:garym.stern@nara.gov)

If you are unable to resolve your FOIA dispute through our FOIA Public Liaison, the Office of Government Information Services (OGIS), the Federal FOIA Ombudsman's office, offers mediation services to help resolve disputes between FOIA requesters and Federal agencies. The contact information for OGIS is:

Office of Government Information Services  
National Archives and Records Administration  
8601 Adelphi Road-OGIS  
College Park, MD 20740-6001  
[ogis@nara.gov](mailto:ogis@nara.gov)  
[ogis.archives.gov](mailto:ogis.archives.gov)  
202-741-5770  
1-877-684-6448

Thank you for contacting the National Archives and Records Administration, and please feel free to also contact me directly if you have any questions about this FOIA request.

Sincerely,

/s/9/28/2019  
Jodi L. Foor  
Deputy FOIA Officer  
National Archives and Records Administration  
Office of General Counsel  
(301) 837-2099  
[jodi.foor@nara.gov](mailto:jodi.foor@nara.gov)

/s/08.27.2018

Official: NGC

Reading: NGC

Information Copy: NGC

NGC:jlfoor/jlf 09/28/2018

S:FOIA/FOIA CASE FILES/FY 2018 NGC18-353 – FOIA request File code 1103-6



Date: 10/19/2018

To: FOIA Officer  
Defense Technical Information Center  
ATTN: FOIA Requester Service Center  
8725 John J. Kingman Road  
Fort Belvoir, Virginia 22060-6218

From: Joseph A. Scanlon  
FOIA & Privacy Act Officer  
National Archives and Records Administration  
Office of General Counsel  
8601 Adelphi Road, Room 3110  
College Park, MD 20740

Subject: Referral of FOIA of Emma Best  
NARA tracking number: NGC18-179 and NGC18-353  
Agency Security Classification Management Program Data (All available years)

Your agency's Security Management is required to file an annual Agency Security Classification Management Program Data report with the Information Security Oversight Office (SF-311 Form) each year. The requester, Emma Best, has asked for copies of the SF-311 Forms you completed and filed with us for all available years. Enclosed are copies of each SF-311 Form that your agency completed and submitted to NARA between the years 2015 to 2017. Each report has been converted to a PDF file.

Please review these documents for any redactions you wish to make under applicable FOIA exemptions, and **respond directly to the requester**. NARA is not requesting that any information be withheld on its behalf.

NARA has provided its own SF-311 Forms to the requester and closed her request to us on September 28, 2018. We have notified the requester of this referral to your agency for direct response to her.

A copy of the requestor's initial request to NARA is enclosed. If you have any questions about this referral, please contact Jodi Foor, Deputy FOIA Officer, 301-837-2099, or [jodi.foor@nara.gov](mailto:jodi.foor@nara.gov).

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[www.archives.gov](http://www.archives.gov)

Thank you for your attention to this matter.

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the Fiscal Year that this report covers.	1.	2015
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2.	Defense Technical Information Center
3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3.	Christopher E. Thomas, Administrator
4. Enter the name, title, phone, and email address for the point-of-contact responsible for answering questions about this report.	4.	Harvey Bullock, Security Manager, harvey.r.bullock.civ@mail.mil
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5.	0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6.	0
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7.	0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8.	0
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9.	0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10.	0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 & 10).	11.	0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12.	0
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13.	0
14. Total number of SECRET original classification decisions. (Sum of blocks 12 & 13)	14.	0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15.	0
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16.	0
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 & 16)	17.	0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18.	0
PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	0
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	65
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	1
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22.	66

<b>PART E: Mandatory Declassification Review Requests and Appeals</b>	
A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only requests for your agency in which your agency is responsible for the final decision.</b>	
23. Enter the number of <b>requests</b> received during the reporting period.	23. 0
24. Enter the number of <b>requests</b> closed during the reporting period.	24. 0
25. Enter the number of <b>requests</b> that have been unresolved for over one year.	25. 0
26. Enter the <b>average number of days</b> to resolve each request.	26. 0
27. Enter the number of <b>appeals</b> received during the reporting period.	27. 0
28. Enter the number of <b>appeals</b> closed during the reporting period.	28. 0
29. Enter the number of <b>appeals</b> that have been unresolved for over one year.	29. 0
30. Enter the <b>average number of days</b> to resolve each appeal.	30. 0
31. Enter the number of <b>referred requests</b> received during the reporting period.	31. 0
32. Enter the number of <b>referred appeals</b> received during the reporting period.	32. 0
<b>PART F: Mandatory Declassification Review Decisions in Pages</b>	
33. Enter the number of <b>requested pages</b> that were declassified in full.	33. 0
34. Enter the number of <b>requested pages</b> that were declassified in part.	34. 0
35. Enter the number of <b>requested pages</b> that were denied declassification.	35. 0
36. Total number of <b>requested pages</b> acted on. (Sum of blocks 33, 34, & 35)	36. 0
37. Enter the number of <b>appealed pages</b> that were declassified in full.	37. 0
38. Enter the number of <b>appealed pages</b> that were declassified in part.	38. 0
39. Enter the number of <b>appealed pages</b> that were denied declassification.	39. 0
40. Total number of <b>appealed pages</b> acted on. (Sum of blocks 37, 38, & 39)	40. 0
<b>PART G: Automatic, Systematic, and Discretionary Declassification Reviews</b>	
41. Enter the number of pages reviewed that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	41. 0
42. Enter the number of pages <b>declassified</b> under <b>automatic declassification</b> .	42. 0
43. Enter the number of pages reviewed that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	43. 0
44. Enter the number of pages <b>declassified</b> under <b>systematic declassification</b> .	44. 0
45. Enter the number of pages reviewed that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	45. 0
46. Enter the number of pages <b>declassified</b> under <b>discretionary declassification</b> .	46. 0
<b>PART H: Internal Agency Oversight</b>	
47. Enter the number of <b>challenges</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	47. 0
48. Enter the number of <b>challenges</b> where the classification status was <b>fully affirmed</b> .	48. 0
49. Enter the number of <b>challenges</b> where the classification status was <b>overturned in whole or in part</b> .	49. 0

**PART I: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

DTIC does not have Original Classification Authority.

***For ISOO Use Only***

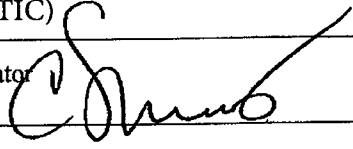
ISOO Analyst Name: \_\_\_\_\_

Date of QC: \_\_\_\_\_

Analyst Initials: \_\_\_\_\_

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the Fiscal Year that this report covers.		1. 2016
2. Identify the Department, Independent agency, or Establishment that is covered by this report.		2. DOD: Department of Defense (DTIC)
3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.		3. Christopher E. Thomas, Administrator 
4. Point-of-contact responsible for answering questions about this report:		
4a. Name:	4a. Harvey Bullock	
4b. Title:	4b. Security Manager	
4c. Email address:	4c. harvey.r.bullock.civ@mail.mil	
4d. Phone number:	4d. (703) 767-9106	
PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.		5. 0
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.		6. 0
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.		7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, and 7)		8. 0
PART C: Original Classification Decisions		
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.		9. 0
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.		10. 0
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)		11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.		12.
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.		13.
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13)		14. 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.		15.
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.		16.
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)		17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17)		18. 0



PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	0
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	6,076
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	0
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	6,076
PART E: Mandatory Declassification Review Requests		
A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.		
23. Enter the number of REQUESTS received during the reporting period.	23.	0
24. Enter the number of REQUESTS closed during the reporting period.	24.	0
25. Of the REQUESTS entered into block 24, enter the number of pages that were:	25.	
a. Declassified in full.	25a.	0
b. Declassified in part.	25b.	0
c. Denied declassification.	25c.	0
d. Total number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	0
26. Enter the number of REQUESTS that have been unresolved for over one year.	26.	0
27. Enter the AVERAGE NUMBER OF DAYS to resolve each request.	27.	0
28. Enter the number of REFERRED REQUESTS received during the reporting period. (Number of requests referred to your agency from another agency)	28.	0
PART F: Mandatory Declassification Review Appeals		
An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only appeals for your agency in which your agency is responsible for the final decision.		
29. Enter the number of APPEALS received during the reporting period.	29.	0
30. Enter the number of APPEALS closed during the reporting period.	30.	0
31. Of the APPEALS entered into block 30, enter the number of pages that were:	31.	
a. Declassified in full.	31a.	0
b. Declassified in part.	31b.	0
c. Denied declassification.	31c.	0
d. Total number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of APPEALS that have been unresolved for over one year.	32.	0
33. Enter the AVERAGE NUMBER OF DAYS to resolve each appeal.	33.	0
34. Enter the number of REFERRED APPEALS received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	0

<b>PART G: Automatic, Systematic, and Discretionary Declassification Reviews</b>		
35. Enter the number of pages <b>REVIEWED</b> that were subject to <b>automatic declassification</b> under section 3.3 of E.O. 13526.	35.	0
36. Enter the number of pages <b>DECLASSIFIED</b> under <b>automatic declassification</b> .	36.	0
37. Enter the number of pages <b>REVIEWED</b> that were subject to <b>systematic declassification</b> under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages <b>DECLASSIFIED</b> under <b>systematic declassification</b> .	38.	0
39. Enter the number of pages <b>REVIEWED</b> that were subject to <b>discretionary declassification</b> under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages <b>DECLASSIFIED</b> under <b>discretionary declassification</b> .	40.	0
<b>PART H: Internal Agency Oversight</b>		
41. Enter the number of <b>CHALLENGES</b> processed by your agency to the classification of information believed to be <b>improperly classified or unclassified</b> . (E.O. 13526, section 1.8)	41.	0
42. Enter the number of <b>CHALLENGES</b> where the classification status was <b>fully affirmed</b> .	42.	0
43. Enter the number of <b>CHALLENGES</b> where the classification status was <b>overturned in whole or in part</b> .	43.	0
<b>PART I: Intelligence Community (IC) Information</b>		
This section applies only to IC agencies and IC components of other agencies who <i>originally apply</i> the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.		
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON.</b>		
44. Enter <b>PERCENTAGE</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	44.	0.00%
45. Enter <b>TOTAL NUMBER</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	45.	0
46. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON in <b>full</b> .	46.	0
47. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of ORCON in <b>part</b> . Provide explanation for partial denial in part J below.	47.	0
48. Enter the number of ORCON expanded dissemination requests <b>DENIED</b> . Provide explanation for denial in part J below.	48.	0
<b>Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON-USGOV.</b>		
49. Enter <b>PERCENTAGE</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	49.	0.00%
50. Enter <b>TOTAL NUMBER</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	50.	0
51. Provide <b>TOTAL NUMBER</b> of reports of <b>potential misapplication</b> of the ORCON marking. Provide background information on each occurrence in Part J below.	51.	0
52. Has your organization been <b>NEGATIVELY IMPACTED</b> by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52.	N/A

# AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

<b>PART A: Identifying Information</b>	
1. Enter the <b>Fiscal Year</b> that this report covers.	1. 2017
2. Identify the <b>Department, Independent agency, or Establishment</b> that is covered by this report.	2. DoD: Department of Defense
3. Enter the name and title of the <b>Senior Agency Official</b> (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Yvette R. Jacks, Deputy Administrator JACKS.YVETTE.R.1513080774 <small>Digitally signed by JACKS.YVETTE.R.1513080774 DN: cn=US, ou=U.S. Government, ou=DoD, ou=PKI, ou=OSD, c=US, email=JACKS.YVETTE.R.1513080774 Date: 2017.12.20 10:27:28 -0500</small>
4. <b>Point-of-contact</b> responsible for answering questions about this report:	
4a. Name: Harvey Bullock	4a. Yvette Jacks
4b. Title: Security Manager	4b. Chief Information Officer
4c. E-mail address: harvey.r.bullock.civ@mail.mil	4c. yvette.r.jacks.civ@mail.mil
4d. Phone number: (703) 767-9106	4d. (703) 767-9187
<b>PART B: Officials with Original Classification Authority</b>	
5. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>TOP SECRET</b> .	5. 0
6. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>SECRET</b> .	6. 0
7. Enter the number of agency officials whose <b>highest level</b> of original classification authority is <b>CONFIDENTIAL</b> .	7. 0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8. 0
<b>PART C: Original Classification Decisions</b>	
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
9. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	9. 0
10. Enter the number of <b>original TOP SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	10. 0
11. Total number of <b>TOP SECRET</b> original classification decisions. (Sum of blocks 9 & 10).	11. 0
12. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	12. 0
13. Enter the number of <b>original SECRET</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	13. 0
14. Total number of <b>SECRET</b> original classification decisions. (Sum of blocks 12 & 13)	14. 0
15. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions of 10 years or less</b> .	15. 0
16. Enter the number of <b>original CONFIDENTIAL</b> classification decisions made during the reporting period with <b>declassification instructions ranging from over 10 years to 25 years</b> .	16. 0
17. Total number of <b>CONFIDENTIAL</b> original classification decisions. (Sum of blocks 15 & 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, & 17)	18. 0
<b>PART D: Derivative Classification Decisions</b>	
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via e-mail. Do not count reproductions or copies.)	
19. Enter the number of <b>derivative TOP SECRET</b> classification decisions made during the reporting period.	19. 0
20. Enter the number of <b>derivative SECRET</b> classification decisions made during the reporting period.	20. 3224
21. Enter the number of <b>derivative CONFIDENTIAL</b> classification decisions made during the reporting period.	21. 130
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22. 3354

Include Agency name at top of every page

<b>PART E: Mandatory Declassification Review Requests</b> A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only requests for your agency in which your agency is responsible for the final decision.</b>	
23. Enter the number of REQUESTS received during the reporting period.	23. 0
24. Enter the number of requests closed during the reporting period.	24. 0
25. Of the requests entered into block 24, enter the number of pages that were:	25. 0
a. Declassified in full.	a. 0
b. Declassified in part.	b. 0
c. Denied declassification.	c. 0
d. Total number of requested pages acted on. (Sum of blocks a, b, and c)	d. 0
26. Enter the number of requests that have been unresolved for over one year.	26. 0
27. Enter the average number of days to resolve each request.	27. 0
28. Enter the number of referred requests received during the reporting period. (Number of requests referred to your agency from another agency)	28. 0
<b>PART F: Mandatory Declassification Review Appeals</b> An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. <b>Report only appeals for your agency in which your agency is responsible for the final decision.</b>	
29. Enter the number of APPEALS received during the reporting period.	29. 0
30. Enter the number of appeals closed during the reporting period.	30. 0
31. Of the appeals entered into block 30, enter the number of pages that were:	31. 0
a. Declassified in full.	a. 0
b. Declassified in part.	b. 0
c. Denied declassification.	c. 0
d. Total number of appealed pages acted on. (Sum of blocks a, b, and c)	d. 0
32. Enter the number of appeals that have been unresolved for over one year.	32. 0
33. Enter the average number of days to resolve each appeal.	33. 0
34. Enter the number of referred appeals received during the reporting period. (Number of appeals referred to your agency from another agency)	34. 0
<b>PART G: Automatic, Systematic, and Discretionary Declassification Reviews</b>	
35. Enter the number of pages reviewed that were subject to automatic declassification under section 3.3 of E.O. 13526.	35.
36. Enter the number of pages declassified under automatic declassification.	36.
37. Enter the number of pages reviewed that were subject to systematic declassification under section 3.4 of E.O. 13526.	37.
38. Enter the number of pages declassified under systematic declassification.	38.
39. Enter the number of pages reviewed that were subject to discretionary declassification under section 3.1 of E.O. 13526.	39.
40. Enter the number of pages declassified under discretionary declassification.	40.
<b>PART H: Internal Agency Oversight</b>	
41. Enter the number of challenges processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	41. 0
42. Enter the number of challenges where the classification status was fully affirmed.	42. 0
43. Enter the number of challenges where the classification status was overturned in whole or in part.	43. 0
<b>PART I: Intelligence Community (IC) Information</b> This section applies only to IC agencies and IC components of other agencies who originally apply the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.	
Organization's classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON.	
44. Enter PERCENTAGE of your organization's classified disseminated analytic products originally marked ORCON.	44. 0

Include Agency name at top of every page

45. Enter <b>TOTAL NUMBER</b> of your organization's classified disseminated analytic products originally marked <b>ORCON</b> .	45. 0
46. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of <b>ORCON in full</b> .	46. 0
47. Enter the <b>NUMBER OF REQUESTS</b> approved for expanded dissemination of <b>ORCON in part</b> . Provide explanation for partial denial in part J below.	47. 0
48. Enter the <b>NUMBER</b> of <b>ORCON</b> expanded dissemination requests <b>denied</b> . Provide explanation for denial in part J below.	48. 0
<b>Organizations classified disseminated analytic product (as defined in ICD 206 Sourcing Requirements for Disseminated Analytic Product) originally marked ORCON-USGOV.</b>	
49. Enter <b>PERCENTAGE</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	49. 0
50. Enter <b>TOTAL NUMBER</b> of your organization's analytic products originally marked <b>ORCON-USGOV</b> .	50. 0
51. Provide <b>TOTAL NUMBER</b> of reports of <b>potential misapplication</b> of the <b>ORCON</b> marking. Provide background information on each occurrence in Part J below.	51. 0
52. Has your organization been negatively impacted by information being marked with <b>ORCON</b> or <b>ORCON-USGOV</b> control marking? If yes, provide explanation in Part J below.	52. 0

#### **PART J: Explanatory Comments**

*Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.*

Period of sampled evaluation was 11/29/2017 – 12/13/2017. Statistics include derivative classification decisions performed on presentations, e-mails, and web forum postings utilizing classified information derived from, Department of State, Department of Homeland Security, Department of Defense, and the Department of Justice.

DTIC as a Field Activity does not have OCA, therefore does not perform original classification tasks. DTIC is not a member of the Intelligence Community.

